

BOARD OF SELECTMEN – NOVEMBER 5, 2012

I. Call to Order/Roll Call

Chairman Paul Salafia reconvened the Regular meeting of the Board of Selectmen to order at 7:22 P.M. in the Selectmen's Conference Room at the Town Offices. Present were: Roll Call: Chairman Salafia-Y and Selectmen Alex Vispoli-Y, Brian Major-Y, Mary Lyman-Y and Dan Kowalski-Y. Also present Town Manager Reginald Stapczynski. The meeting was duly posted and cable-cast live.

II. Executive Session

Chairman Salafia called the Executive Session to order at 6:02 P.M. in the Board of Selectmen's Conference Room in the Town Offices. On a motion by duly made and seconded, the Board voted 5-0 to move into Executive Session to discuss litigation strategy, real estate acquisition, collective bargaining and approval of Executive Session Minutes and which may have a detrimental effect on the Board's position if discussed in Open session. Roll Call: Chairman Salafia-Y and Selectmen Mary Lyman-Y, Dan Kowalski-Y, Alex Vispoli-Y and Brian Major-Y. At 7:15 P.M., Selectman Major motioned for the Board to adjourn from Executive Session and move to Open Session and not to return to Executive Session. The motion was seconded by Selectman Kowalski. Roll Call: Chairman Salafia-Y and Selectmen Mary Lyman-Y, Dan Kowalski-Y, Brian Major-Y and Alex Vispoli-Y.

III. Opening Ceremonies

Chairman Salafia asked for a Moment of Silence followed by the Pledge of Allegiance.

IV. Communications/Announcements/Liaisons

The Town Manager made the following announcements:

~ Election Day is tomorrow, November 6th, and Town Clerk Larry Murphy and staff are setting up the Field House and Senior Center tonight. Precincts 2, 3, 4, 5, 6, 9, and 9A will vote at the Collins Field House at AHS and Precincts 1, 7, 7A, and 8 will vote at the Senior Center.

~ Veterans Day ceremonies will take place on Sunday, November 11th starting at 10:00 A.M. at the West Parish Cemetery, 11:00 A.M. at the Spring Grove Cemetery and Ballardvale Green at Noon under the direction of Veterans Services Agent Mike Burke.

~ Curbside leaf pickup will continue through Friday, December 1st (except for Thanksgiving week). All leaves should be placed in paper bags only and branches and twigs bundled and tied together.

~ In conjunction with the League of Women Voters, the Mid-year Review will be held on Tuesday, November 13th at the Memorial Hall Library and include a presentation on the Town Yard, a presentation by the Economic Development Council and a report on the the 2012 Citizen Survey results.

~ Free Cash Certification was received from the State confirming \$4M in Free Cash, \$1.7M Sewer Enterprise, and \$2.1 M Water Enterprise.

~ The CIP is available for viewing on the Town's website at www.andoverma.gov and a presentation on the CIP will be given by the Town Manager at a Public Hearing on November 19th as well as at the Tri-Board Meeting on December 3rd.

~ National Grid effectively responded to the power outages as a result of Hurricane Sandy. On Tuesday, 40% of the Town was without power, 20% by Wednesday, and everyone on-line by Friday. All schools were ready to open on Wednesday morning, and Halloween went off as planned.

Selectman Major announced that the Knights of Columbus will hold an electronics recycling event on Saturday, November 17th from 9:00 A.M. to 1:00 P.M. in the parking lot at St. Augustine's Church.

Selectman Lyman recognized the many Town employees who worked throughout the storm this week to keep the streets and Town open. Selectman Lyman also recognized Mike Burke on the successful Veterans Day Luncheon held last Friday.

Selectman Kowalski commented on Andona's "Andover's Got Talent" fundraiser held this past weekend and commended the band, "Random Act", who won \$500 in tickets for donating them back to Andona.

Selectman Vispoli also complimented the workers for their efforts during the Hurricane and after. He suggested assessing our risk by identifying some of the trees in town and to work with National Grid to make sure trees are taken care of.

V. Citizens Petitions & Presentations

Mary Carbone, 3 Cyr Circle, encouraged the Board to finish up the Work Sessions on the Town Yard.

VI. Public Hearing

A. Transfer of License – Sonesta ES Suites

Selectman Major motioned to approve the request of the Sonesta International Hotels, Corp., d/b/a Sonesta ES Suites, Andover, 4 Technology Drive, Andover, MA, for the transfer of an Innholder Wine and Walt Alcoholic Beverage License from Six Continents Resources, Inc., d/b/a Staybridge Suites by Holiday Inn, 4 Technology Drive, Andover. Paul Wilkins is the designated Manager on the license. The request has been reviewed and approved by the Town Clerk subject to the condition that all other requirements of the Town are met prior to the issuance of the license. The motion was seconded by Selectman Vispoli and unanimously voted to approve.

B. FY-2013 Tax Classification

Chief Assessor David Billard provided information to the Board on the FY-2013 Classification to assist them in making their decision on the four votes they are required to make. The Board will vote on the following: Residential Factor, Open Space Discount, Residential Exemption, and Commercial Exemption.

Mr. Billard presented information on the Value Comparisons from FY2013 to FY2012 for Residential, Open Space, Commercial/Industrial, and Personal Property showing the total value for FY2013 as \$6,802,719,926 vs the FY2012 value of \$6,798,505,246 for a net increase of 0.06%. He also reviewed the residential factor and the splits for Open Space, Commercial, Industrial and Personal Property, and a review of Classification Shifts for FY-13. The FY-2012 Tax Comparison and the values show the 147 value creates the most uniform increases with the residential rate at \$14.53 and the CIP rate at \$24.18. The Open Space Discount adoption exempts up to 25% of the value of land classified as Open Space with the average assessment of these 151 parcels at \$55,573 reflecting the fact that for the most part, they are unbuildable. The Residential Exemption is an exemption of up to 20% of the average assessed value of all residential property which is applied to the assessment

of the principal residence of the property owner. Adoption of this exemption with a high percentage of owner occupancy shifts tax burdens from lower valued properties to higher valued properties. The Board may vote up to a 10% exemption for commercial property owners that had an average annual employment of ten or fewer employees and an assessed value less than 1,000,000.

The Board will vote on the Tax Classification at the November 19th meeting.

VII. Regular Business of the Board

A. Council on Aging – Strategic Plan

Don Robb, Chairman of the Council on Aging, gave a presentation on the Council's Strategic Plan. The 2010 census shows there are more seniors living in Town than there are students. The senior population has increased by 27% since 2000 but their budget has decreased by 2% per senior. The Strategic Goals include building a more understanding profile, maximizing efficiency, and expanding services. They have divided the tasks for these goals between the Senior Center and the Council on Aging and some of the tasks will be shared. Their plan is to expand use, training and recognition of volunteers, explore flexible hours, and expanded transportation. They also want to monitor available parking space, advocate for a greater variety of housing stock, analyze offerings of other Senior Centers, increase general visibility, expand the kitchen, develop program ideas in the area of senior health and wellness, establish partnerships within the community, and analyze current use of staff, volunteers and SCRIPT personnel.

Elder Services Director Kathy Urquhart said the 27% increase in seniors in Andover is enormous vs the state average of 16-18%. They wish to create a vision where age is a credential, not a barrier and will begin by choosing a new name for the Senior Center that better reflects their mission.

Joanne Deso, 81 High Street, said the Council on Aging needs help from the Town in attaining their goals.

B. Ballardvale Fire Station Building Committee Update

Dan Casper, Chairman of the Ballardvale Fire Station Building Committee, updated the Board on the status of the Ballardvale Fire Station. There is a need for a Fire Station in the Ballardvale area but they recognize the opposition from the South School neighborhood in relocating the Station near the school. The Manitu Study shows where the Station should be situated to deliver needed services suggests a location on South Main Street as the majority of calls come from the Central Station area and South Main Street is a viable area and close to the Rte 93 Inter-change. Although South Main Street is a more logical site, unfortunately there is no public land available in that area. They will create an RFP targeting homeowners on South Main Street with one to one-half acre of land to build a 6,500 sq. ft. facility. Incoming proposals will be properly vetted and options to consider then presented to the Board.

C. Franciscan Housing Overlay District Task Force

Arthur Friedman and Charles Kendrick, Co-Chairmen of the Task Force, and Paul Materazzo, Director of Planning, made a presentation on the opportunities to consider for the Overlay District on River Road. The area has 113 acres, 53 of which are developable. Forty-four single family homes could be built there under the Town's existing zoning laws.

They are proposing a senior residential community be developed and hope to have a proposal on such ready for the 2013 Town Meeting.

Susan Stott, 30 Pasho Street, said AVIS would like to have more land dedicated to open space. Lynn Andersen of the Finance Committee asked if there would be a separate provision for an individual senior center on site. They do expect to include this in the proposal.

D. South Main Street 40B Proposal

Adam Costa, Attorney for Gerard Welch, developer of a 40B proposal for South Main Street, provided information on the proposed development on the proposed development. They anticipate developing 20 single-family three bedroom units of approximately 1,800 to 2,000 sq ft. with two car garages and two baths. The lot sizes will vary from 4,800 to 9,000 sq ft. If it were not a 40B project there could be 4-5 single family homes only.

Selectman Vispoli spoke about the impact 20 units would have on Town services and the schools which are already stretched. Andover is close to the 10% affordable housing threshold now.

E. Old Town Hall Lease of Space – 2nd Reading

Selectman Major motioned for the Board to vote to endorse the Town Manager to sign the lease with the Andover Education Association for the rental of space at the Old Town Hall for eighteen months from December 1, 2012 through June 30, 2010 at a monthly rental fee of \$615.00. The motion was seconded by Selectman Lyman and voted 5-0 to approve.

F. Town Yard

The Board continued with their Work Session on the Town Yard and Paul Materazzo, Director of Planning, shared an outline he developed with a three stage approach to consider. The first stage would be revisiting the zoning of the current Town Yard; second, to acquire preliminary requests for proposals; and third, to work with Acting DPW Director Chris Cronin and Acting P & F Director Maria Maggio for solicitation of land acquisition and at the same time identifying a developer. The goal would be to go to Town Meeting with a zoning proposal and an identified developer. Mr. Materazzo discussed the vision needed for the Town Yard and if Town Yard were moved a vision for that area. Chairman Salafia suggested having a progressive discussion on vision and a zoning proposal.

Selectman Major motioned for the Board to support the request for an outside service to assist in preparation of a preliminary proposal and rezoning of Town Yard at a cost to not exceed \$24,500.00. The motion was seconded by Selectman Kowalski and voted 4-1 to approve. Selectman Lyman was opposed.

VIII. Consent Agenda

A. Change of Manager – Andolini's Restaurant

The request of SCP, Inc., d/b/a Andolini's Restaurant, 19 Essex Street, Andover, for a Change of Manager on their All-Alcoholic Restaurant license to the new Manager on the license Spiro Pappadopoulos was withdrawn.

B. Firefighters Holiday Parade

Selectman Vispoli motioned to approve the request of Firefighter Richard Krafton, Jr., Parade Chairman, on behalf of the Andover Firefighters, for permission to conduct the annual Holiday Parade on Sunday, November 25, 2012 (rain/snow date – Sunday, December 2, 2012) from Noon to 2:00 P.M. through downtown Andover. They are requesting permission to use the parking areas at the Doherty Middle School beginning at 11:00 A.M. and to close the following streets: Whittier Street, Elm Street from Whittier Street to Main Street, Main Street from Elm Square to Punchard Avenue, Puchard Avenue and Bartlet Street. The request has been reviewed and approved with conditions by the Police Department. The motion was seconded by Selectman Major and unanimously voted to approve.

C. Crafts-in-the-Park

Selectman Kowalski motioned to approve the request of Rev. Jeffrey Gill and Event Coordinator Karen Herman of Christ Church for permission to use The Park on Saturday, May 11, 2013 for the annual Crafts-in-the-Park event. The request has been reviewed and approved with conditions by the Police Department. The motion was seconded by Selectman Vispoli and voted 5-0 to approve.

VIII. Appointments and Re-Appointments

On a motion by Selectman Lyman and seconded by Selectman Major, the Board of Selectmen voted 5-0 to approve the following appointments by the Town Manager.

DEPARTMENT POSITION	RATE	EFF. DATE
<u>PLANT & FACILITIES DEPARTMENT – Building Division</u>		
Paul Hutchins Maintenance Craftsman/ Carpenter – Temp.	W8-1/\$51,741	11/13/12
<u>PLANT & FACILITIES DEPARTMENT – Mechanical/Electrical Division</u>		
Daron T. St. Jean Maintenance Electrician – Temp.	W10-1/\$54,977	11/13/12
<u>PLANT & FACILITIES DEPARTMENT – Parks & Grounds Division</u>		
John M. McQuade Laborer (v. J. Burke)	W2-1/\$43,055	11/13/12
<u>PLANT & FACILITIES DEPARTMENT – Facilities Services Division</u>		
David W. Ferris Custodian (v. J. McQuade)	W1-4/\$45,537	11/13/12
<u>MEMORIAL HALL LIBRARY</u>		
Brooke Shoostine Librarian (v. L. Baskin)	IE20-1-1/\$54,678	12/3/12
<u>YOUTH SERVICES</u>		
Patrick Labrie Counselor 2 – PT	C3-B/\$9.00/hr.	10/16/12
<u>COMMISSSION ON DISABILITY</u>		
Jade Perry – Term expires 6/30/15		
<u>COUNCIL ON AGING</u>		

Michael J. Roli – Term expires 6/30/14
(v. M. Ryan)

BALLARDALE FIRE STATION BUILDING COMMITTEE

Gary R. Rowe – Term expires 6/30/14
(v. D. Carbone)

IX. Approval of Minutes from Previous Meetings

Selectman Lyman motioned to approve the Regular Meeting Minutes of October 1, 2012 and the Executive Session Minutes as presented (January 9, March 19, March 26, April 4 (2 sets), April 17, April 23, April 30, May 1, May 7, May 21 (2 sets), June 18, June 22, July 2, July 16, July 23, August 6, August 20 (2 sets), September 10, September 24 and October 1, 2012.) The motion was seconded by Selectman Major and voted 5-0 to approve.

X. Adjournment

At 10:11 P.M on a motion by Selectman Kowalski and seconded by Selectman Vispoli, the Board unanimously voted to adjourn the Regular Meeting of November 5, 2012.

Respectfully submitted,

Dee DeLorenzo
Recorder

Documents:

FY-2013 Classification of Property, Senior Center Strategic Plan,
Proposal for Additional Professional Services – The Cecil Group,
Lease for Space at Old Town Hall to Andover Educators Association